



United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, D.C. 20240

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PERSONNEL MANAGEMENT LETTER NO. 93-19 (720)

SUBJECT: Clarification of Data to be Collected for the Applicant Flow Data System


This Personnel Management Letter (PML) modifies paragraph 4 in Personnel Management Letter 92-8, dated April 7, 1992, titled REVISED APPLICANT FLOW DATA SYSTEM REQUIREMENTS, to clarify that the collection of applicant data should also be retrieved from applicants who apply for Departmental internal and external career enhancement and/or career development programs. Submission of this information continues to be on a voluntary basis.

Paragraph 4 in Personnel Management Letter 92-8 is revised to read as follows:

- 4. The data collection requirements of this system apply to recruitment and selection for all positions in the competitive service and in the excepted service under Schedules A and B. ---> Recruitment and selection for all Departmental and bureau career enhancement and career development programs are also covered. <---**

This **clarification** will enable each bureau to track candidates who apply for training programs. It will also allow the Department to be more responsive to requests for information on employee advancement and training. Training specialists should be involved with the EEO community in the compilation and analysis of the data. Existing forms in PML 92-8 should be used for this purpose.

The submission of this information is voluntary; employees who choose not to complete the form should not be penalized in any way.


Acting Director of Personnel

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